

Trade and Industrial Education
Course: Graphic Communications
Course Code # 5760
1 Credit

School Year _____

Term: ___ Fall ___ Spring

Student:	Grade:
Teacher:	School:
Number of Competencies in Course: 49	
Number of Competencies Mastered:	
Percent of Competencies Mastered:	

STANDARD 1.0: Students will demonstrate leadership, citizenship, and teamwork skills required for success in the school, community, and workplace.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
1.1	Cultivate positive leadership skills in school, community, and work-related activities.			
1.2	Participate in SkillsUSA-VICA as an integral part of classroom instruction.			
1.3	Assess situations and apply the decision-making process within the school, community, and workplace.			
1.4	Demonstrate the ability to work cooperatively with others.			

Standard 2.0: Students will evaluate career opportunities and career paths within the graphic communications industry.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
2.1	Explain titles, roles, and functions of individuals in the graphic communications industry.			
2.2	Investigate employment and entrepreneurial opportunities in the graphic communications industry.			
2.3	Evaluate personal characteristics required for working in the graphic communications industry.			
2.4	Compare various career options in each graphic communications sub-cluster and required certification, education, licensure, and registries.			

STANDARD 3.0: Students will demonstrate the principles of safety and health procedures in the graphic communications industry.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
3.1	Implement safety procedures established by the Environmental Protection Agency (EPA) and Occupational Safety & Health Administration (OSHA).			
3.2	Comply with Occupational Safety & Health Administration (OSHA) rules and regulations.			
3.3	Analyze and categorize safety and health hazards and their prevention and treatment in the graphic communications industry.			
3.4	Exhibit acceptable dress and personal grooming identified by the graphic communications industry.			
3.5	Demonstrate first aid practices.			
3.6	Pass with 100 % accuracy a written examination relating to safety issues.			
3.7	Pass with 100% accuracy a performance examination relating to safety.			
3.8	Maintain a portfolio record of written safety examinations and equipment examinations for which the student has passed an operational checkout by the instructor.			

STANDARD 4.0: Students will safely use and maintain printing production equipment.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
4.1	Implement safety procedures established by the Environmental Protection Agency (EPA) and Occupational Safety & Health Administration (OSHA).			
4.2	Comply with Occupational Safety & Health Administration (OSHA) rules and regulations.			
4.3	Show evidence of proper safety procedures and Occupational Safety & Health Administration (OSHA) requirements when using each piece of equipment.			
4.4	Demonstrate industry safety procedures pertaining to each piece of equipment.			
4.5	Evaluate the quality of production produced by clean equipment.			
4.6	Pass with 100 % accuracy a written examination relating to safety issues.			
4.7	Pass with 100% accuracy a performance examination relating to safety.			
4.8	Maintain a portfolio record of written safety examinations and equipment examinations for which the student has passed an operational checkout by the instructor.			

STANDARD 5.0: Students will demonstrate basic industry skills in digital image preparation.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
5.1	Interpret basic design and type principles.			
5.2	Distinguish between the different software programs available and each one's purpose.			
5.3	Demonstrate uses of raster and vector art.			
5.4	Relate to others as a team member.			
5.5	Develop and demonstrate time management and work-sequencing skills.			

STANDARD 6.0: Students will demonstrate basic industry skills in image assembly/platemaking.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
6.1	Demonstrate and utilize various tools and supplies for image assembly.			
6.2	Employ skills needed to create a single-color flat.			
6.3	Distinguish and demonstrate various platemaking equipment and materials.			

STANDARD 7.0: Students will demonstrate basic industry skills in press operations.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
7.1	Evaluate paper transfer system of offset duplicators.			
7.2	Demonstrate basic press operations.			
7.3	Calculate cost of operating basic offset duplicators.			
7.4	Perform preventive maintenance for offset duplicators.			

STANDARD 8.0: Students will demonstrate basic industry skills in finishing and bindery operations.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
8.1	Demonstrate knowledge of cutting diagrams and cutter operations.			
8.2	Distinguish various folds for printed products.			
8.3	Evaluate the various binding techniques.			
8.4	Relate to others as a team member.			

STANDARD 9.0: Students will demonstrate interpersonal and employability skills required in the graphic communications industry.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
9.1	Demonstrate employability skills such as attendance, time management, individual responsibility, professional conduct and appearance.			
9.2	Demonstrate interview, application, and resume writing skills necessary for job attainment.			
9.3	Demonstrate proficiency in keyboarding skills, including equipment operation, maintenance and repair, computer systems, and computer applications.			
9.4	Analyze ways of dealing with stress and human relations.			
9.5	Evaluate methods of conflict resolutions.			

STANDARD 10.0: Students will apply math skills to the graphic communications industry.

Learning Expectations		Check the appropriate Mastery or Non-Mastery column	Mastery	Non-Mastery
10.1	Apply basic mathematical problem solving skills to projects in the graphic communications industry.			
10.2	Calculate cost analysis on various printing projects.			
10.3	Calculate fair market price for various printing projects that analyze cost factors, determining retail pricing on printing projects.			
10.4	Measure in inches and fractions, points, and picas.			

Additional Comments _____